

**KENTUCKY BOARD OF LICENSED
DIABETES EDUCATORS (KBLDE)
Meeting Minutes – April 19, 2016**

A meeting of the Kentucky Board of Licensed Diabetes Educators was held at the Office of Occupations and Professions on April 19, 2016.

Members Present

Kim Coy DeCoste, Board Chair
Dr. Carrie L. Isaacs, Secretary
Tami Ross
Dr. Mehdi Poorkay
Larry Smith

Members Absent

Occupations and Professions Staff

Robin Vick, Administrative Section Supervisor
Larry Brown, Executive Director

Others

Matt James – Office of the Attorney General
Elizabeth Bryan
Vanessa Paddy

CALL TO ORDER

A regular board meeting of the Kentucky Board of Licensed Diabetes Educators was called to order by Kim Coy DeCoste, Board Chair, at 10:05 a.m. on April 19, 2016 at the Office of Occupations and Professions. A quorum was present.

APPROVAL OF THE MINUTES

Mr. Smith made a motion to accept the minutes of the special meeting dated January 19, 2016. The motion, seconded by Dr. Poorkay, carried.

FINANCIAL REPORT

The Board reviewed the financial report for January, February and March 2016.

OCCUPATIONS AND PROFESSIONS REPORT

Mr. Brown informed the board of Occupations & Professions working toward going to electronic files and discussed the new database and potential options in the future for the board.

BOARD CHAIRMAN'S REPORT

No report

BOARD COUNSEL REPORT

The board reviewed and discussed the amendments to 201 KAR 45:130 that were filed. Mr. James advised that up to fifteen percent of renewals will be audited each January starting January 2017 for those licenses renewed during the 2016 renewal period. Mr. James will draft the language for the board's

website and renewal notices that will be sent to licensees informing the licensees of the possibility of being audited at the end of the renewal cycle, January 30th. The notice will be posted on the board's website with FAQ, an email will be sent to email addresses that the licensees have provided the board with, and the notice will be sent to KMDE for the newsletter.

Ms. Paddy presented to the board the issues and concerns with the amendments that were filed with 201 KAR 45:110. Ms. Paddy proposed establishing a certain percentage or a defined number of hours of direct supervision (face-to-face or video conference) of the 750 hours of supervised experience for the apprentice. It was agreed that this was a reasonable proposal and would be discussed at the next KBLDE meeting in July. Ms. Paddy reported that the coordinating body will assist the board with creating a template for plan, guidance for supervisor, and a training packet.

NEW BUSINESS

The board discussed potential exam requirements for licensure. For the board to add an exam as a requirement for licensure, they would need to amend KRS 309.335 which would have to be a legislative change.

The board discussed speaking at events and how to address the attendees when they are speaking about licensure and the profession but not as a board member. The board member can advise the guest that they are not speaking on behalf of the board and to not answer questions.

The board created an application committee to consist of two board members who will meet prior to the board meeting starting.

APPLICATION COMMITTEE REPORT

Mr. Smith made a motion for approval of one reinstatement application (*Ann Fields*). The motion, seconded by Dr. Isaacs, carried.

Mr. Smith made a motion to approve six (6) MLDE applications. The motion, seconded by Dr. Isaacs, carried. Those approved are: *Amber Barnes, Mechelle Coble, Ruth Kingkade, Brian Mowll, Danielle Waymeyer, and Mary Collins*.

Mr. Smith made a motion to approve four (4) ADE applications. The motion, seconded by Dr. Isaacs, carried. Those approved are: *Ronda Arnold, Chasity Eversole, Brittany Moore, and Merritt Bates-Thomas*.

TRAVEL AND PER DIEM

Mr. Smith made a motion to approve travel and per diem for today's meeting. The motion was seconded by Dr. Isaacs. The motion carried unanimously. Mr. Smith made a motion to reimburse the board members for travel expenses with FY14 for \$1,406.96 to cover July 2013 - June 2014. The motion was seconded by Dr. Isaacs. The motion carried unanimously.

FUTURE MEETINGS

The next Board Meeting will be held July 19, 2016 at 10:00 a.m. at the Office of Occupations and Professions.

ADJOURNMENT

With no further business to discuss, Mr. Smith made a motion to adjourn the meeting. The meeting was adjourned at 12:16 p.m.